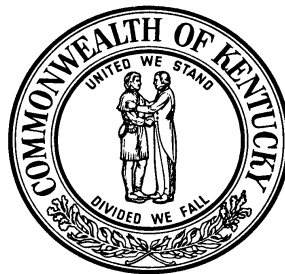


**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS
AGREED-UPON PROCEDURES ENGAGEMENT
OF THE
OWSLEY COUNTY
PROPERTY VALUATION ADMINISTRATOR**

**For The Period
January 1, 2008 Through December 31, 2008**



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Independent Accountant's Report

Jonathan Miller, Secretary, Finance and Administration Cabinet
The Honorable Monica Barrett
Owsley County Property Valuation Administrator
Booneville, Kentucky 41314

We have performed the procedures enumerated below, which were agreed to by the Owsley County Property Valuation Administrator (PVA), solely to assist you with the accountability for statutory contribution receipts and disbursements, including capital outlay disbursements, city government receipts, recordkeeping, and leases and contracts for the period January 1, 2008 through December 31, 2008. This engagement to apply agreed-upon procedures was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the Owsley County PVA. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. Procedure -

Determine if the PVA has a receipts ledger, a disbursements ledger, and reconciles bank records to books each month. Re-perform the year-end bank reconciliation (December 31, 2008), for all bank accounts, to determine if amounts are accurate.

Finding -

The PVA maintains a receipts ledger, a disbursements ledger, and reconciles bank records to books each month. Bank reconciliation at year-end was re-performed and amounts were accurate.

2. Procedure -

Confirm any and all payments by the city to the PVA. Compare recorded city receipts to confirmed payment amounts obtained from city governments. Also review the list of city receipts for completeness.

Finding -

No payments were received from the city for the period under review.



Jonathan Miller, Secretary, Finance and Administration Cabinet
The Honorable Monica Barrett
Owsley County Property Valuation Administrator
(Continued)

3. Procedure -

Confirm any and all payments made by the fiscal court to the PVA. Compare the budgeted statutory contribution by fiscal court to the legally required amounts calculated by the Department of Revenue. Trace the fiscal court payments from the fiscal court statutory contribution budget account to the PVA's local bank account.

Finding -

All payments made to the PVA by the fiscal court were confirmed by the County Treasurer. The budgeted statutory contribution agreed to the amount calculated by the Department of Revenue. The fiscal court payment was traced to the PVA's local bank account and the amounts agreed exactly.

4. Procedure -

Judgmentally select 15 disbursements from PVA records and agree amounts to cancelled checks, paid invoices or other supporting documentation. Determine if the expenditure is for official business. Review all credit card statements (if any) to determine if expenditures are for official business.

Finding -

Selected expenditures were agreed to cancelled checks, paid invoices, and other supporting documentation. All expenditures tested were for official business. No credit card transactions were noted.

5. Procedure -

Compare capital outlay disbursements with cancelled checks, supporting documentation, and proper purchasing procedures. Verify the location of newly acquired assets. Determine if assets were added to the PVA's Capital Asset Inventory List.

Finding -

No capital outlay disbursements were noted for the period under review.

6. Procedure -

Scan vehicle lease agreements, personal service contracts, and professional service contracts for cost schedules and compare to actual payments. Determine if services received were appropriate, for official business, and properly authorized.

Finding -

No vehicle lease agreements, personal service contracts, or professional service contracts were noted for the period under review.

Jonathan Miller, Secretary, Finance and Administration Cabinet
The Honorable Monica Barrett
Owsley County Property Valuation Administrator
(Continued)

7. Procedure -

Compare PVA's final budget to actual expenditures to determine if PVA overspent in any account series.

Finding -

This procedure could not be completed due to the timing differences between the period under review (January 1, 2008 through December 31, 2008) and the period for which budgets are prepared (July 1 through June 30).

8. Procedure -

Determine whether collateral is necessary for the PVA's funds. If necessary determine if a collateral agreement exists.

Finding -

Collateral is not necessary for PVA funds. Balances did not exceed FDIC coverage for the period under review.

9. Procedure -

Determine whether timesheets are completed, maintained, approved, and support hours worked.

Finding -

Timesheets are completed, maintained, approved, and support hours worked.

10. Procedure -

Determine whether cash balances were properly transferred from former PVA to new PVA.

Finding -

Cash balances were properly transferred from outgoing PVA to acting/temporary PVA.

11. Procedure -

For newly hired employees, during January 1, 2008 through December 30, 2008, of the PVA office determine if the Ethics Certification Form has been completed and is on file.

Finding -

No new hires were noted for the period under review.

Jonathan Miller, Secretary, Finance and Administration Cabinet
The Honorable Monica Barrett
Owsley County Property Valuation Administrator
(Continued)

12. Procedure -

Determine if the PVA's office was closed any day other than the state's approved holidays. If so, determine if the proper procedures and forms were completed.

Finding -

PVA's office was closed on various dates other than state holidays. Proper procedures and forms were completed.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on the receipts and disbursements, including capital outlay disbursements, city government receipts, recordkeeping, and leases and contracts. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Property Valuation Administrator and the Department of Revenue and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Crit Luallen", with a long horizontal flourish extending to the right.

Crit Luallen
Auditor of Public Accounts

January 6, 2009